

STUDY PLAN
for
INTERIOR ALTERATIONS
to the
PINNEY HOUSE, ELLINGTON, CT



Moser Pilon Nelson/Architects
30 Jordan Lane
Wethersfield, Connecticut 06109
860-563-6164

August 9, 2011

July 12, 2011

Revised 08-09-11

Peter Welti, Chairman
Ellington Permanent Building Committee
Town of Ellington
55 Main Street
Ellington, CT 06029

RE: Pinney House Study
Phase 2 Interior Fit-Out and Site Study for considered occupancy

Following are the results of our study to consider the development/renovations of the Pinney House into a facility, suitable for occupancy based on a “business/office” use.

Review Previous Study

- From the original study/project, concepts and costs were developed. We have considered those items and updated or revised the findings
- Consistent with the earlier study we consider and apply the Secretary of the Interior's Standards for Rehabilitation, defined as: ***"the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values."***

Lease Considerations

- Per the lease (2007), the Town considered the property for purposes of “historic preservation and to help conduct its municipal operations”. The lease also contains clauses which require renovations to return the house to a state of structural integrity and exterior beautification. These considerations were met in the “Part I/Phase I”, now complete. (*see Appendix for before and after photos of the exterior work*)
- On going maintenance and repairs, by the Town, are required throughout the life of the lease.
- Additional clauses (Part II) allow for, but do not require further work to return the house to a “usable facility” (state of occupancy). Should a Phase II take place, the lease requires completion within one year from the start of work.
- Any work would be required to meet zoning and other legal or agency requirements.

Concept Plan-Building

- As determined, the potential use is based on a single tenant Business/Office Use, which could be developed within the renovated shell. For purposes of this study the interior use would provide minimal plumbing fixtures. With limited visitors, i.e. not a customer based business, and parking would be limited to the minimum. Due to the potential of existing lead paint, uses for children (day-care) are not anticipated.
- This Office use was considered as a basic approach along reasonable lines to develop an occupied structure consistent with the lease at a lower construction cost than other uses. Alternate use considerations are numerous. Perhaps the most straight forward approach would be to continue the multifamily use, which it was prior to being vacated, and is

consistent with current zoning (see the following discussion on Zoning below). A suggested approach for a restaurant was raised as a use that would produce some economic and cultural benefit within the community. Any use beyond the Office or residential will have added requirements for code compliance and construction cost in support of the use. Any special equipment is not accounted for, nor are furnishings. The example of the restaurant would require kitchen equipment for cooking, prep, food storage, hoods for exhaust at cooking and dishwashing, as well as, all the furnishing and loose equipment items. Possible expansion of the structure to accommodate a specific use raises several issues beyond this study, and would require conceptual discussions with the Santini Family, and the Town Zoning Dept.

- A few scenarios are considered:
 - First Floor occupancy only. Avoid improvements to the second floor (no occupancy or storage etc.). The occupant load would be approximately 12 people. Optional layouts exist, however the proposed plan accounts for the masonry bearing wall, and resembles the central hall plan, and will provide opportunity for a sympathetic historic appearance.
 - Second Floor occupancy would add the potential of another 10 occupants. See structural considerations below.
 - The Basement with furnaces, water, oil tanks should be considered as a utility area or limited storage (gravel floor or slab on grade).
 - Reasonable accessibility is provided by a parking space, means of access/egress from the first floor, and a first floor toilet room designed per ADA requirements. The single tenant requirement (and less than 3000sf of area upstairs) avoids a lift or elevator (LULA) to the second floor. Persons with disability would be restricted to the First Floor.

Zoning:

- Located in the Multi-Family “MF” Zone; residential use is allowed. However, Office/Business Use is not allowed. A change in ZONE would be required to support the suggested “Office” use. Zones “A- Residential” and “Commercial” both allow professional offices (doctor, dentist, engineer, architect or similar professionals).
- Numerous other issues related to lot size, area, setbacks, and parking cannot be met as a stand alone parcel. Variances and/or possible lease modifications would be required to meet the intended use, such as modification of lease lot lines.

- P&Z requirements are outlined below.

Parking with occupancy at First & Second Floors:

Office space: 1 parking space per 200 square feet of net floor area.

Net Floor Area = approx. 3,050 sf

Parking Required= 200 s.f./sp. = 16 spaces

25% reduction for shared spaces = 12 spaces

Parking with occupancy at First Floor only:

Office space: 1 parking space per 200 square feet of net floor area.

Net Floor Area = approx. 1,725 sf

Parking Required= 200 s.f./sp. = 9 spaces

25% reduction for shared spaces = 7 spaces

Our suggested concept plan indicates (6) parking spaces, however (2) are within the front parking setback area and would require approval. As this leased area is part of a larger parcel of the same Owner, a consideration to analyze the entire site might prove helpful or may be required. A concept is to construct (4) spaces at the East side of the house and make arrangements with the Owner to utilize (3-4) spaces at the housing area's adjacent parking area. The lease lines provide a connection to this parking area. Some restrictions such as limited use during business hours only, may be appropriate.

Driveway width required for a business use is 24 ft. min. which puts it right on the lease line utilizing the setback area.

Sidewalks: As none exist along Pinney Street, we would look to have any requirement waived. A walkway connection to the adjacent parking area at the apartment facility is suggested and assumed as the lease line is laid out with a link.

Zoning Table Requirements (MF Zone):

<u>REQUIREMENT</u>	<u>REQUIRED</u>	<u>PROVIDED</u>
Lot Size	5 acres	< .5 acre
Lot Width	200 feet	±135 feet
Front Yard Setback	125 feet	±28 feet
Side Yard	50 feet	±16 feet to lease line
Rear Yard	50 feet	±13 feet to lease line
Height	38 feet	30'
Building Coverage (Max)	20%	±12%
Lot Coverage (Max)	40%	±35%
Landscape Buffer (front)	50 feet	±32 feet
Landscape Buffer (Side and rear)	25 feet	0 feet

Concept Site Plan

- A plan illustrates parking and building access/egress, all within the limits of the existing lease lot lines. Quantity of parking spaces is developed as limited space allows, however not in accordance with town P&Z requirements for the building area.
- Site Utilities, which exist or are available in the road include power, public water (well to be cut off from the building, which is not in the lease area), public sanitary sewer (septic connection and leaching area to be abandoned), CATV, telephone/data.
- Storm Water Management: 'Zero increase in runoff' should be considered for this project. Best Management Practices, such as Low Impact Development measures (rain gardens, dry wells, grass lines swales, catch basins and yard drains with deep sumps and outlet protection) are options to be incorporated into the design.
- Landscaping – Parking lots in or adjacent to residential zones shall be screened (fencing, wall or plantings).
- Lighting – parking areas greater than 10 spaces shall be lighted.
- Other items, including dumpsters or other trash containers, should be screened.
- As this situation of a leased area within a larger property, all under one Owner, is not specifically accounted for in the P&Z regulations, any project scope would require

discussion and opinion from the Town, with possible variances or special permits. We have communicated with the Town Planner to identify the process and necessary approvals. Following is a summary of information from the Assistant Town Planner, Lisa Houlihan. The full email is attached for reference.

- Apply to the Zoning Board of Appeals (ZBA) for a *use variance* to allow a professional office use. However, a *use variance* is the ability to prove a legal hardship. A legal hardship is one that has to do with an exceptional difficulty or unusual hardship with the land and not personal and financial in nature.
- Parking would require *site plan modification* before the Planning and Zoning Commission. The parking setback from a front property line in a MF Zone is 50'. If the setback cannot be met then a setback variance is also needed from the ZBA.
- A suggested proposal is to use existing parking spaces at Deer Valley, which may be possible as long as adequate space remains for Deer Valley. Parking would actually be on Santini land. I would suspect agreements or new lease lines may be needed. This issue would need legal counsel's input.
- Other site plan requirements may exist (i.e. pedestrian ingress/egress, lighting, screening, etc...)

Systems Descriptions

- HVAC

There is a new hot air furnace providing minimum heat with a vertical duct feeding the two floors above. There are also dehumidifiers installed on each floor. The present oil fired furnace is heating only. The unit does not have enough capacity to handle the entire building fully occupied. If selected as the planned option, we recommend installing a second smaller unit.

Existing supply and return ducts will be removed. The existing furnace will serve the first floor only. Supply and return ducts will run at the basement ceiling with supply grilles installed in the floor.

If second floor development is included, a new oil fired furnace will be installed in the basement. To reach the second floor a supply and return duct chase going up to the Attic for ceiling distribution on the second floor will be added.

New D/X coils will be installed in the supply duct associated with each furnace for central Air Conditioning. Condensing units will be located outdoors. Our preferred location is at the back of the building so that they will not be visible from Pinney Street.

Supply and return ductwork will be internally lined.

The back portion (ell) of the first floor is hard to access with ductwork, plus it will have specific heating and cooling load requirements due to its location. We recommend installing a separate wall mounted ductless split heat pump system for this area. This will allow for individual temperature control.

Separate thermostats on each floor will control the temperature. The Ell will be a third zone.

- **Power, lighting**
There is a new 200Amps 208V, 3ph service to the building. The service is adequate for present and future requirements. The existing lighting and power distribution will have to be removed and revised to accommodate any occupancy and future needs.
- **Plumbing**
A new 1 1/4" domestic water service from the street was designed for in Phase I to feed the intended boiler and future domestic water supply. As the boiler was changed to a hot air furnace water service must be verified. From the intended location domestic water pipes will be extended to the new plumbing fixtures. Domestic Hot Water will be produced by a new 15gal oil fired water heater. New domestic water pipes will be insulated and run at the basement ceiling or concealed in walls.
- **Communications**
New cabling will be installed to accommodate future technology requirements of the business occupancy. Cables and conduits will run concealed in walls.

Materials Selection

- Materials used will be typical for today's construction. As with the exterior work these materials will be respectful of the historic character, with consideration of preserving significant details where possible, but without the true restoration of all existing materials.
- Much of the 1950's alterations have been removed. Remaining gypsum wall and ceiling finishes should be removed. Existing plaster finishes will be patched and skim coated for a consistent appearance after new mechanical and electrical services are run. In lieu of the plaster ceilings, drop ceilings (acoustical ceiling tiles) could accommodate wiring, piping, and recessed lighting while providing acoustic value. Ceiling framing at the second floor could be eliminated with a drop ceiling; a layer of gypsum board would need to be added at the underside of the trusses for separation.
- New partitions can use wood or metal stud framing and gypsum board with a skim coat plaster finish.
- Floors: for best results, and depending on the extent of reframing, adding a thin plywood underlayment and new tile or carpet, depending on location, is recommended. Much of the original wideboard had mold and/or softened material and should not be reused or only selectively after careful assessment. Where found to be in good condition, wideboards could be refinished and reused at the Hall area with limited furniture, etc.
- Doors and hardware should all be replaced with appropriate paneled doors similar to original.
- Trim details can be reused in limited locations, cleaned and refinished. The majority will be replaced using Fypon or similar, as used at the exterior cornices.
- Fireplaces were abandoned by closing off the chimney top. Plaster can be repaired or replaced consistent with interior partitions above.

Structural Considerations

- While the overall integrity of the building was reestablished in the context of stabilization only and not occupancy, other work will/may be required to meet the proposed use.

- A new basement slab is recommended where only gravel was provided. A new slab would be 4 inches thick with wire mesh placed on top of a 15 mil vapor barrier. Edges to the foundation and existing slabs should be treated as control joints and sealed.
- By code, the current minimum live load requirement for general office space is 50 psf, 40 for residential, and higher for areas of assembly. A complete review, including calculations, of the existing floor framing and bearing walls would be required to determine whether the floors and walls can support these live loads.
- The first floor is currently shored. The Engineer inspected the shoring and framing from within the basement. Based on the inspection, it is our opinion that the first floor could be occupied as office space at this time with some minor additional shoring and possibly some reinforcement of several floor members. However, the shoring was not intended to be permanent. It is our opinion that the shoring could remain in place for a maximum of 10 years until permanent means of reinforcing/replacing the floors is completed.
- We inspected areas of the second floor that were exposed to view. Based on our inspection, the second floor should not be occupied at this time. We observed several areas where members were deteriorated or where members had been compromised during previous renovation work. Major portions of the second floor will need to be reframed if that is to be occupied. The extent of the reframing cannot be determined until all the ceilings are removed. It appears that the reframing could be done in stages to minimize the need of temporary shoring.
- The ceiling rafters above the second floor are in poor condition. Currently there are numerous temporary shores located throughout the second floor that are supporting the ceiling. The ceiling joists at the second floor will need to be removed and replaced. As you are aware, the roof was reframed with timber trusses. The bottom chord of these trusses were designed to support the load from a new ceiling. If the existing ceiling joists were removed a new ceiling could be supported of the bottom chord of the roof trusses.
- Stabilization of bearing walls, if required by possible alterations, including substantial reframing, such as the first floor noted in our original report. Based on previous visual inspections, some significant reinforcing and/or complete removal and replacement of floor framing may be required to meet current load requirements. This will require shoring of upper level bearing walls and floors.
- Foundation walls: The stone masonry walls should be repointed along the exposed portions of the exterior and in the interior.

Environmental

- Identify any remaining environmental issues:
- Lead paint. Comprehensive testing was performed by TRC in 2008. Exterior re-painting was handled with the preparation and disposal of exterior lead paint walls per OSHA , and EPA regulations. Numerous remaining areas will be impacted by interior alterations, with methods of removal, protection during construction, or proper handling/disposal prior to occupancy. As all lead will most likely not be removed, proper protection and limitation of use (no daycare, etc) is appropriate.

- Areas of high lead include: exterior masonry walls, window sash (removed & stored), framing, doors and frames, interior molding, original flooring.
 - Ceilings and walls had low levels or undetectable levels.
- Radon is at or below EPA levels, however it may be a consideration to build in passive or active components for mitigation.
- All asbestos identified was removed during the initial Phase of construction. Note: original windows with asbestos glazing putty were removed and stored for possible future restoration.
- Some speculation of a once buried oil tank exists, and while there is no record of removal, a slight depression was evident on site, which suggests removal.

Cost Estimate - Financing

- While not a part of our services, we reviewed the original study's cost potential, which aligns reasonably with the scope descriptions above. Please see the attached summary as an indication of the potential of costs.
- These costs are intended to cover the base construction, not including special equipment or furnishings required by the user. Should additions and/or more complex uses requiring more work, equipment, etc. be considered, costs will increase. Considering discussion of a restaurant use, the costs would increase due to code (building, fire, health) requirements, specialized kitchen equipment, MEP systems to support the same, and site costs to create more parking. Another \$50,000-\$100,000 may be required.
- The previous exterior and structural renovations were financed by a State STEAP Grant, through the Dept of Economic and Community Development. Future improvements, which may follow this format, would have to follow with a new application, approval, and design/construction guidelines.

Appendix

- Before and after photos of the earlier phase of exterior work.
- Photos of the current interior.
- Email from Lisa Houlihan on misc Town Zoning requirements.
- Cost Summary.
- Site Plan (L.1)
- Basement Plan (A1.1)
- First and Second Floor Plan (A1.2)

Before



After



RENOVATIONS *to the* PINNEY HOUSE
Ellington, Connecticut
PHASE 1: EXTERIOR ENVELOPE

MOSER
PILON
NELSON
ARCHITECTS



RENOVATIONS *to the* PINNEY HOUSE
 Ellington, Connecticut
 PHASE 2: INTERIOR ALTERATIONS

Hugh Pearson

From: "Michele Beaulieu" <mbeaulieu@mpn-arch.com>
Date: Tuesday, July 19, 2011 11:52 AM
To: "Lisa Houlihan" <LHoulihan@ELLINGTON-CT.GOV>
Cc: "Robert A. Phillips" <RPhillips@ELLINGTON-CT.GOV>; "Peter R. Williams" <pwilliams@ellington-ct.gov>; "Allan L. Lawrence" <alawrence@ellington-ct.gov>; "Maurice Blanchette" <mblanchette@ELLINGTON-CT.GOV>; "MPN - Hugh Pearson" <hpearson@mpn-arch.com>
Subject: Re: pinney house

Thank you Lisa. Your findings agree with the preliminary research we did.

Perhaps I should've clarified that we were hired to do a study at this time: to determine just what would need to be done in order to make the empty building useful/occupiable.

Bottom line, variances from the ZBA are necessary for the site portion of converting the house into professional offices.

Thank you again--

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 F: 860-257-4675*

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From: Lisa Houlihan
Sent: Tuesday, July 19, 2011 11:24 AM
To: 'mbeaulieu@mpn-arch.com'
Cc: Robert A. Phillips ; Peter R. Williams ; Allan L. Lawrence ; Maurice Blanchette
Subject: FW: pinney house

Dear Michele,

Your email [below] was forwarded to me for assistance. This is a complex matter and it may be easier to discuss this verbally versus email, but I thought I'd provide some detail to give you an idea of the major issues at hand.

According to the town's zoning map the Pinney House is located in a Multi-Family (MF) Zone. In accordance with the Ellington Zoning Regulations professional offices are **not** permitted in MF Zones. The only administrative remedy available is to apply to the Zoning Board of Appeals (ZBA) for a use variance. However, a major hurdle with obtaining a use variance is the ability to prove a legal hardship. A legal hardship is one that has to do with an exceptional difficulty or unusual hardship with the land and not personal and financial in nature.

If a use variance is granted, then parking is another provision to be met in the form of a site plan modification before the Planning and Zoning Commission (Note: Conn. General Statute Section 8-24 also kicks in and requires review by the PZC, but this should be able to be done in conjunction with the site plan modification). The Zoning Regulations for professional office space require 1 space for each 200 square feet of net floor area (NFA). (NFA "shall not include areas used principally for non-

public purposes such as storage and incidental repair, for rest rooms, for utilities, or for required stairways or elevators.”) In looking at the floor plans you provided it appears that the NFA is at least 2700 square feet which would require 14 spaces. The parking setback from a front property line in a MF Zone is 50’. If the setback cannot be met then a setback variance is also needed from the ZBA. If the proposal is to use existing spaces at DeerValley it may be possible as long as adequate space remains for DeerValley, and since the parking would actually be on Santini land I would suspect agreements or new lease lines may be needed – this issue would need legal counsel’s input.

Other site plan requirements may exist (i.e. pedestrian ingress/egress, lighting, screening, etc...), but the above represent the major issues. There may also be Building and Fire Marshal related issues to consider. I have copied the Building Official and the Fire Marshal on this email.

Well, once you’ve had a chance to review and consider please give me a call to discuss further.

Best regards,

Lisa M. Houlihan, CZEO
Assistant Town Planner/Zoning Official/Wetland Agent

From: Michele Beaulieu [mailto:mbeaulieu@mpn-arch.com]
Sent: Monday, July 11, 2011 4:28 PM
To: planner
Subject: pinney house

We have been asked by the Permanent Building Committee to study the Pinney House in terms of converting it into office space. One big issue of course is on-site parking--see attached sketch. (Technically, the property lines I show are actually "lease lines"--does this make a difference?) What options are available besides working with Santini to share the nearest parking area for the apartments? Would the Zoning Board of Appeals be in favor of allowing a few spaces within the setback? I'll call to discuss.

Thank you in advance--

*Michele Beaulieu, LEED AP
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visit us at www.mpn-arch.com.

Cost Summary for the Pinney House, Ellington

Initial Study Plan -- Part II

27-Feb-08

Rev 7-12-11 (values at original 2008 study)

Priority 2 Make the Building Useable for Office Use

Estimated Construction Cost

Hazardous Materials

mold, asbestos, lead paint	\$	4,000
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Sitework

fencing demolition, landscaping/grass, topography	\$	46,750
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Interior

ceilings & walls	\$	44,770
floors	\$	31,579
details	\$	48,515

INTERIOR SUBTOTAL:	\$	124,864
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Structural

basement	\$	26,689
first floor framing	\$	41,940
second floor framing	\$	35,000
attic framing	\$	-
foundation walls	\$	2,500
crawlspace under Ell	\$	2,000

STRUCTURAL SUBTOTAL:	\$	108,129
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21st Century Systems

electric	\$	85,040
telephone/data	\$	4,700
heating & airconditioning	\$	143,790
plumbing	\$	42,500
fire protection	\$	950
fire alarm system	\$	6,000
security system	\$	2,500

21st CENTURY SYSTEMS SUBTOTAL:	\$	285,480
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Code

ADA - handicapped accessibility	\$	8,890
egress	\$	31,289
rated enclosures	\$	13,465
crawlspace ventilation	\$	3,200

CODE SUBTOTAL:	\$	56,844
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Priority 2 CONSTRUCTION SUBTOTAL:	\$	623,745
SOFT COSTS 20%	\$	124,749
TOTAL	\$	748,494

OFFICE USE STUDY
PINNEY HOUSE
ELLINGTON, CONNECTICUT

moser
pilon
nelson
architects

30 JORDAN LANE
WETHERFIELD, CT 06109
(860) 563-6164

TITLE
CONCEPTUAL
SITE PLAN

DATE 07/12/11
COPYRIGHT ©
Moser Pilon Nelson Architects

DWG. NO.

L-1

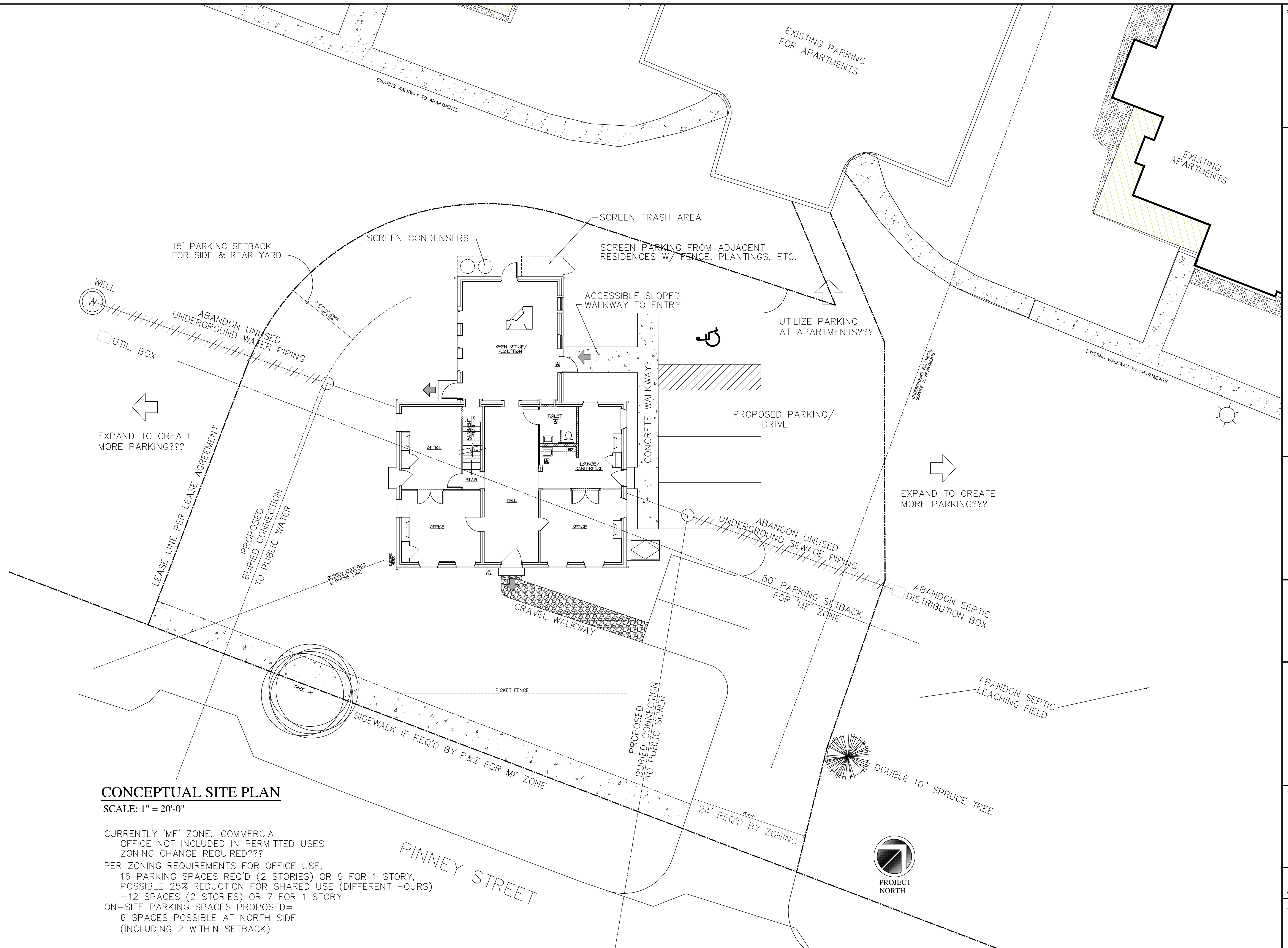
CONCEPTUAL SITE PLAN

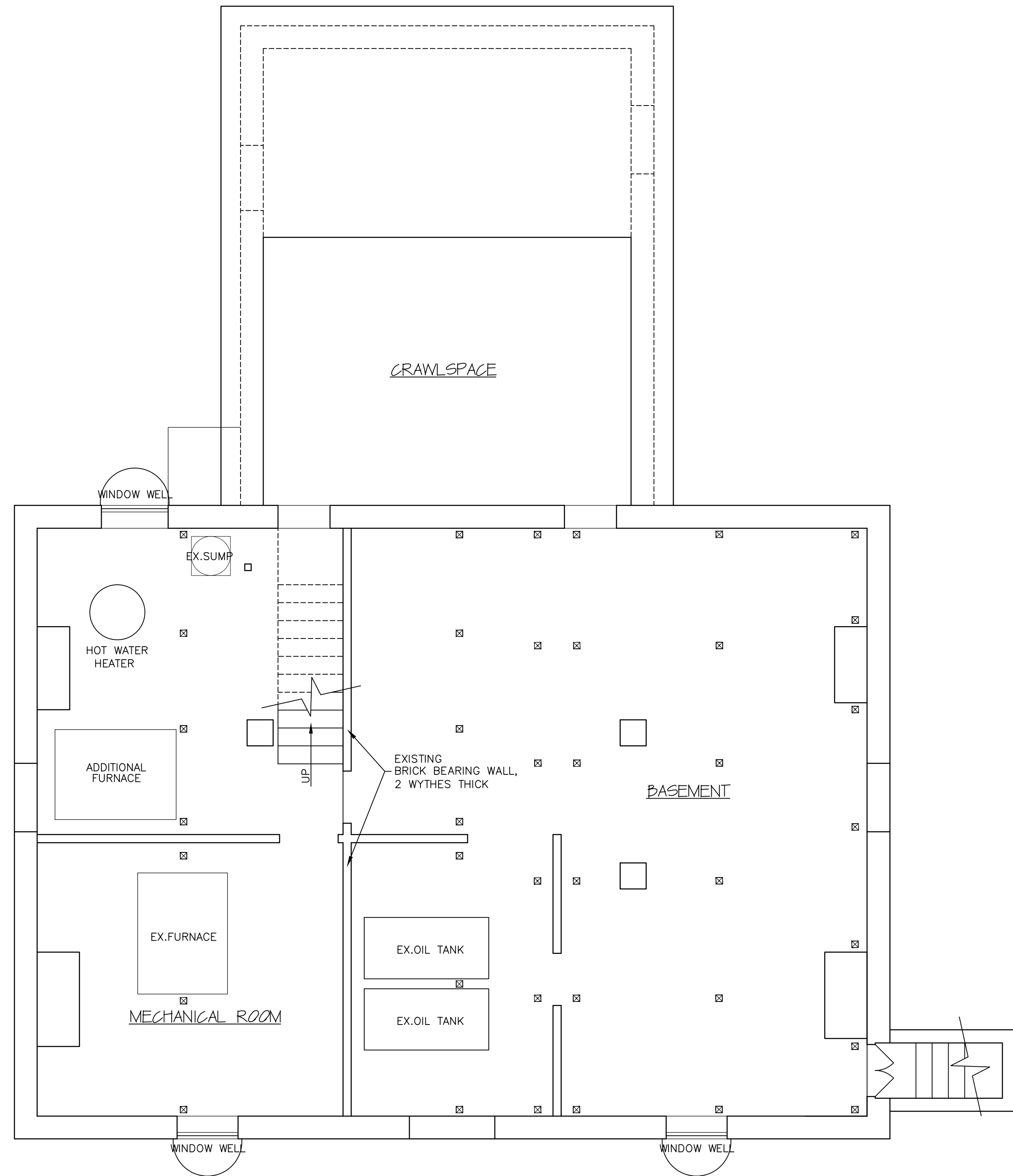
SCALE: 1" = 20'-0"

CURRENTLY 'MF' ZONE: COMMERCIAL
OFFICE NOT INCLUDED IN PERMITTED USES
ZONING CHANGE REQUIRED???

PER ZONING REQUIREMENTS FOR OFFICE USE,
16 PARKING SPACES REQ'D (2 STORIES) OR 9 FOR 1 STORY,
POSSIBLE 25% REDUCTION FOR SHARED USE (DIFFERENT HOURS)
=12 SPACES (2 STORIES) OR 7 FOR 1 STORY

ON-SITE PARKING SPACES PROPOSED=
6 SPACES POSSIBLE AT NORTH SIDE
(INCLUDING 2 WITHIN SETBACK)





AREA=1279sf

CONCEPTUAL BASEMENT PLAN
SCALE: 1/4" = 1'-0"



REVISIONS

OFFICE USE STUDY
PINNEY HOUSE
ELLINGTON, CONNECTICUT

**moser
pilon
nelson
architects**

30 JORDAN LANE
WETHERFIELD, CT. 06109
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TITLE
CONCEPTUAL
BASEMENT PLAN

DATE 0712/11
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Moser Pilon Nelson Architects

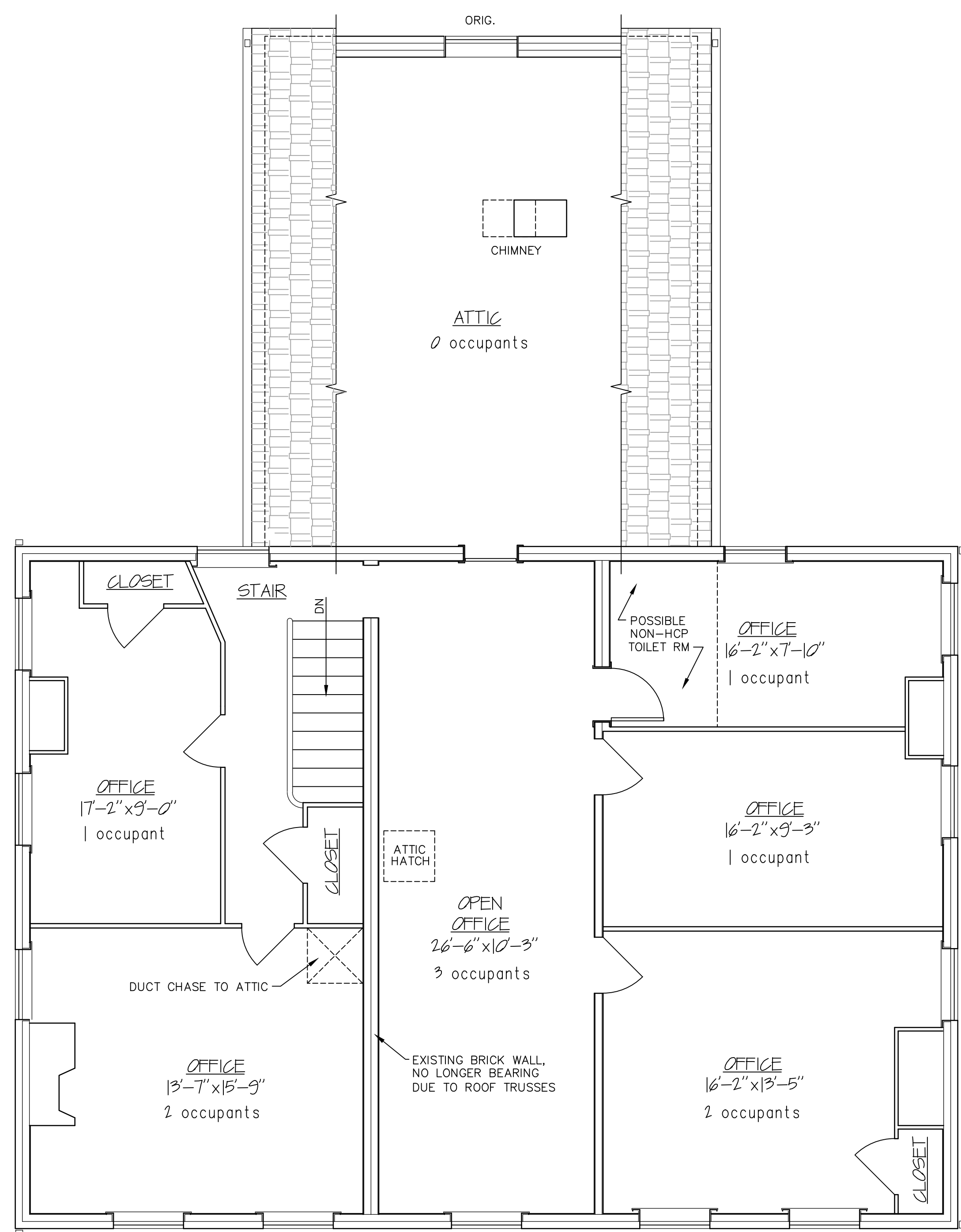
DWG. NO.

A1.1

LEGEND:
NEW WALL CONSTRUCTION:
PLASTER ON GWB/WD STUDS

AREA=1312sf
10 OCCUPANTS BY CODE

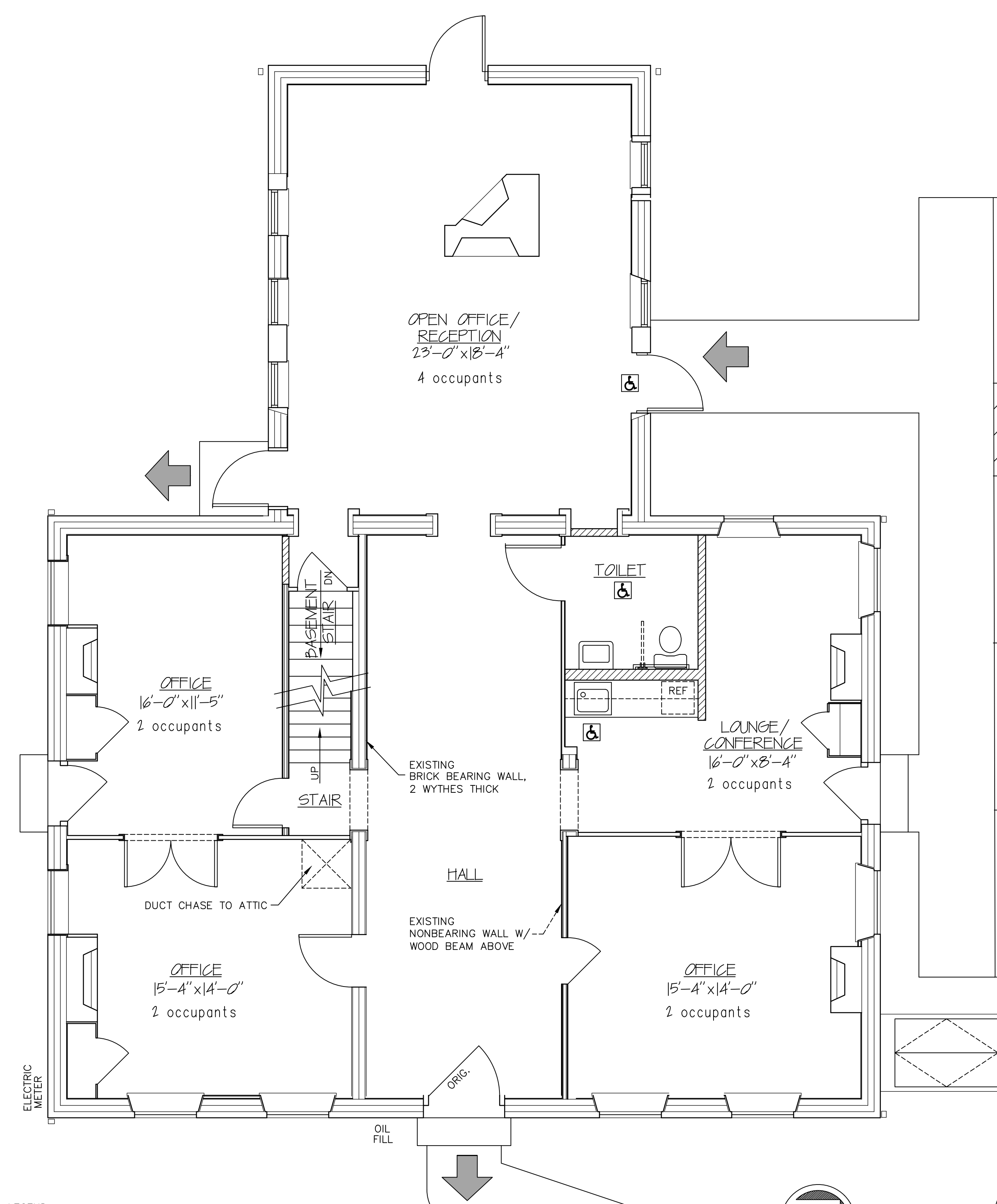
CONCEPTUAL SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"



LEGEND:
NEW WALL CONSTRUCTION:
PLASTER ON GWB/WD STUDS

AREA=1718sf
12 OCCUPANTS BY CODE

CONCEPTUAL FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"



NOTE: ONE UNISEX HANDICAPPED ACCESSIBLE TOILET ROOM IS
ACCEPTABLE BY CODE FOR A MAXIMUM OF 15 EMPLOYEES.